

The Owner or Manager  
Viamed Ltd  
15 Station Road  
Cross Hills  
Keighley  
BD20 7DT



tvlicensing.co.uk

## No Licence Needed declaration

March 2023

Ref: **3979425136**

## Does your business now need a TV Licence?

**tvlicensing.co.uk/business**

**Please act  
now to make sure  
your business is  
correctly licensed**

Dear Sir/Madam,

You may remember telling us that your business didn't need a TV Licence. We know circumstances can change, so please get in touch to make sure our records are still up to date.

The law says that your business does need a TV Licence if staff or customers on your premises watch or record programmes as they're being shown on TV or live on an online TV service, or if they download or watch BBC programmes on demand, including catch up TV, on BBC iPlayer.

This could be on any device, including a TV, desktop computer, laptop, mobile phone, tablet, games console, digital box or DVD/VHS recorder.

It's your responsibility to make sure your business complies with the law. To keep our records up to date, please do one of the following:

- **Re-confirm your No Licence Needed declaration**

Go to **tvlicensing.co.uk/noTV** now to tell us that your business does not need a TV Licence. We may visit your business to confirm this.

- **Or buy a TV Licence today**

It costs £159.00 a year – to buy a licence, just go to **tvlicensing.co.uk/pay**

If you have recently bought a TV Licence, or told us you don't need one, thank you. You don't need to do anything else.

Yours faithfully,

*Jackie Garswood*

Jackie Garswood  
Customer Service Manager

If your business name or address details are wrong, please let us know at **tvlicensing.co.uk/contactus** or by using the form over the page.

## The most common questions answered.

## Can I choose how to pay?

Yes, you can pay in full with a debit or credit card. Or, if you find it easier, you can choose from our range of Direct Debit options.



Go to  
**tv1.co.uk/pay**



Call  
0300 790 6124

You can also make weekly cash payments with a TV Licensing payment card. Call 0300 555 3456.



## When does my business need a licence?

You need a TV Licence if anyone on your premises watches or records TV programmes live on any channel; streams programmes live via an online TV service; downloads or watches BBC programmes on BBC iPlayer. This applies to any device, including a TV, computer, laptop, mobile phone, tablet, games console, digital box or DVD/VHS recorder.

You may also need a licence if any staff, customers or visitors watch, record or download programmes on your premises, on any device.

**If you play music for customers or staff** – whether on radio, TV, computer or CD/DVD – you will probably need to buy licences from both PRS for Music and PPL. Go to [prsformusic.com](http://prsformusic.com) and [ppluk.com](http://ppluk.com) for details.



## How many licences does my business need?

A single licence usually covers your entire business address, no matter how many devices are used. But, if you need to license more than one address, you should get a Company Group TV Licence. Call us on 0300 790 6124 and we'll be happy to help.



## What if my business doesn't need a licence?

Your business does not need a licence if no one on your premises watches or records TV programmes live on any channel or streams programmes live via an online TV service, and never downloads or watches BBC programmes on BBC iPlayer. Please let us know by visiting **[tvl.co.uk/noTV](http://tvl.co.uk/noTV)**, calling us or by sending us the completed form below.

We may confirm this with a visit.



## What if we've just moved in?

If you already have a TV Licence, you should move it to your new business address. Go to **[tvl.co.uk/update](http://tvl.co.uk/update)**, call us or complete the form below and return it to us.

If you still have questions, please visit  
**[tvl.co.uk/business](http://tvl.co.uk/business)**



## Correspondence in Welsh?

We welcome your calls, emails and letters in Welsh, and will respond to you in Welsh. Response times are the same for Welsh and English.  
Visit **[tvl.co.uk/cymraeg](http://tvl.co.uk/cymraeg)**



## Do we have the right details for your business?

If not, please take a moment to tell us your correct details in this form. Once you've completed it, just send the form back to us at TV Licensing, Darlington DL98 1TL and we'll update our records.

**Please fill in the boxes that apply to you.**

## 1. Tell us about you

Title \_\_\_\_\_ Initial \_\_\_\_\_

Last name \_\_\_\_\_

Job title \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

If you don't need a TV Licence at your business address, please tick this box ☐

TV Licensing (including the BBC as the data controller, and its suppliers) will use the details you provide to operate the TV Licensing system and will not give them to anyone else unless required or permitted to do so by law. Find out more about how we keep your data safe and your data rights, including rights to access and correct your data, at [tvl.co.uk/privacypolicy](http://tvl.co.uk/privacypolicy)

**2. If we have the incorrect name and address for your business (see front of letter), please write the correct details below**

Business name \_\_\_\_\_

Address \_\_\_\_\_

[illegible]

**3. Recently moved into your premises and need to move an old licence? Write the details of your previous business below**

Business name \_\_\_\_\_

Address \_\_\_\_\_

[illegible][illegible]